

To: Applicant for Aircraft Dealer's License

From: WSDOT Aviation Division

Subject: Required Forms for Aircraft Dealer's License

Thank you for your request for information about an aircraft dealer's license.

This package contains all forms necessary to submit your application. The average time to process the completed forms, and return your license and dealer plate(s) to you will be approximately two weeks.

Please call 360-651-6302, if you have any questions.

Sincerely,

Colleen Miller  
Executive Assistant

**INSTRUCTIONS FOR SECURING AIRCRAFT DEALER'S LICENSE**

Fill out and sign the application for dealer's license in duplicate. **NOTE:** A separate application and license is required for each branch or sub-agency as though each constituted a separate dealer.

Remit to Washington State Department of Transportation, Aviation Division, 18204 59<sup>th</sup> Drive NE Suite B Arlington, WA 98223, by check or money order (no currency, please) made payable to the WASHINGTON DEPARTMENT OF TRANSPORTATION OR (WSDOT), the sum of \$75.00. For this amount, the applicant receives one dealer plate for use on aircraft. If more than one dealer plate is required, add \$10.00 for each additional plate. Plates are transferable between the dealer's aircraft.

Submit a surety bond in the amount of \$25,000.00 running to the state of Washington and executed by Surety Company authorized to do business in this state with the attached bond form signed and notarized by the Surety Company.

**STATISTICAL DATA REQUIRED by Section 3 of Dealer's Law – Chapter 150 Session Laws 1955.**

1. Name and address under which the Dealer's business is conducted:

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2. Name and residence address of each owner, director or principal officer:

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If incorporated other than in the state of incorporation, name state of incorporation, and names and addresses of its resident officers or managers:

3. Business Contact phone number:

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4. Washington State Business License Number:

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5. Will "used" aircraft be dealt in?

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A. Name and address on displayed dealership certificate:

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B. List number of the current Tax Commission  
Registration Certificate or Tax Identification Number:

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6. Has applicant ever been denied Aircraft Dealer's License?

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Has applicant ever had certificate suspended or revoked?

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**FOR APPLICANT'S SIGNATURE AND NOTARY**

I, \_\_\_\_\_ being duly sworn on oath dispose and says that the information on this application is, to the best of my knowledge, the truth and that such place of business is open during regular business hours to inspection by the Aviation Division or its representative.

**SIGNATURE OF APPLICANT:**

**Subscribed and sworn to before me this**

\_\_\_\_\_ day of \_\_\_\_\_ 2 \_\_\_\_\_

Title: \_\_\_\_\_

Notary Public in and for the State of Washington,  
residing in: \_\_\_\_\_

Date: \_\_\_\_\_

Commission expires \_\_\_\_\_

Approved \_\_\_\_\_

Date: \_\_\_\_\_

Plate Assigned \_\_\_\_\_

License # \_\_\_\_\_

## AIRCRAFT DEALER LICENSE BOND

Washington State Bond # \_\_\_\_\_

KNOW BY ALL THESE PRESENTS, the we \_\_\_\_\_ of \_\_\_\_\_, Washington, (called Principal) as Principal and \_\_\_\_\_ (called Surety), as Surety authorized to transact surety business in the State of Washington, and are held and firmly bound unto the State of Washington (called Oblige) in the sum of TWENTY FIVE THOUSAND DOLLARS (\$25,000), for the payment of which Principal and Surety bind ourselves, our legal representatives, successors and assigns jointly and severally, firmly by these presents.

WHEREAS the principal has or is about to obtain a license to engage in or continue in the business of aircraft dealer, in accordance with the provisions of RCW 47.68.250 and RCW 82.48.100, and is required pursuant to the provisions of said law to furnish this bond in the amount of TWENTY FIVE THOUSAND DOLLARS (\$25,000) as required by said law.

NOW, THEREFORE, THE CONDITION OF THE ABOVE OBLIGATION IS SUCH that, if Principal shall at all times faithfully perform as such aircraft dealer all obligations enjoined upon (it) (him) by RCW 47.68.250 and RCW 82.48.100, and shall indemnify and save harmless Oblige from all costs and damage by reason of Principal's default or failure to so do, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

THIS OBLIGATION is applicable to the license period commencing \_\_\_\_\_ and shall continue in full force and effect until terminated by thirty (30) days written notice of cancellation delivered to Aviation Division Director of the State of Washington in writing by the Surety.

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

Name of Aircraft Dealer: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Name of Insurance Co.: \_\_\_\_\_

(Surety)

By: \_\_\_\_\_

Attorney in Fact

APPROVED AS TO FORM

\_\_\_\_\_  
Assistant Attorney General

\_\_\_\_\_  
Date

## C E R T I F I C A T I O N

To: Applicant for Aircraft Dealer's License

From: WSDOT Aviation Division

Subject: Required Forms for Aircraft

### CHAPTER 14.20 RCW

#### AIRCRAFT DEALER'S ARE REQUIRED TO CERTIFY:

“That the applicant is a dealer having an established place of business at the address shown on application, which place of business is open during regular business hours to inspection by the Director of Aviation or his representatives.”

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(Name of applicant)

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(Address of established place of business)

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(Hours of regular business as requested above)

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(Phone number of business)

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(Signature of applicant)

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(Date)

## AIRCRAFT DEALER INVENTORY OF AIRCRAFT FOR SALE

Per RCW the Aircraft Dealer License pertains to *“Aircraft being held for sale, exchange, delivery, test, or demonstration purposes solely as stock in trade of an aircraft dealer.”* Aircraft used in the regular course of doing business or for personal use may not be included. Please list all aircraft by make, model and tail number for sale:

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|-----------|-----------|
| 1. _____  | 13. _____ |
| 2. _____  | 14. _____ |
| 3. _____  | 15. _____ |
| 4. _____  | 16. _____ |
| 5. _____  | 17. _____ |
| 6. _____  | 18. _____ |
| 7. _____  | 19. _____ |
| 8. _____  | 20. _____ |
| 9. _____  | 21. _____ |
| 10. _____ | 22. _____ |
| 11. _____ | 23. _____ |
| 12. _____ | 24. _____ |

I, \_\_\_\_\_, attest that the aircraft listed in the inventory above is being held solely for sale, exchange, delivery, test or demonstration purposes and will not be used to conduct business or for personal use.

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Signature

I hereby certify that this is a true and accurate statement.

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Date

## WASHINGTON STATE AIRCRAFT DEALER EXEMPTION FORM

Please Notify Us If Your Exemption Status Changes

AIRCRAFT DEALER \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY/STATE/ZIP \_\_\_\_\_  
PHONE # \_\_\_\_\_  
FAA N # \_\_\_\_\_  
MAKE \_\_\_\_\_  
MODEL \_\_\_\_\_  
SERIAL \_\_\_\_\_

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**Below are criteria for applying for an aircraft exemption. Please check one:**

☐ Sold to an Out of State Buyer

☐ Sold Aircraft to In State Buyer

New Owners Name \_\_\_\_\_

New Owners Address \_\_\_\_\_

Phone # \_\_\_\_\_

Washington State Sales Tax Collected

☐ Yes

☐ No

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**SIGNATURE:**

I hereby certify that this is a true and accurate statement

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**DATE**